

MEETING MINUTES

Meeting Description Arizona State Wildfire Qualifications Review Committee
 Date 02/21/2007 Time 1000 Location Phx Community Center, Deer Valley

Scheduled Time			Actual Time		
Start	Stop	Hours	Start	Stop	Hours
1000	1700	7	1000	1700	7
Committee Members:					
1	Scott Hunt – ASLD				
2	Kevin Boness – ASLD (not in attendance)				
3	Brian Lauber – ASLD				
4	Judy Wood – ASLD				
5	Ron Melcher – ASLD (not in attendance)				
6	Dave Behrens – ASLD (not in attendance)				
7	Bob Arthur – Globe Fire Dept. (not in attendance)				
8	Jim Pond – Highlands Fire Dept.				
9	Mark South – Tubac Fire Dept.				
10	Darrell Miller – Tubac Fire Dept. (not in attendance)				
11	Duane Steinbrink – Prescott Fire Dept.				
12	Jayson Coil – Sedona Fire Dept.				
13	Cliff Pearlberg – ASLD				
DISCUSSION ITEMS					
1	<u>Introductions:</u> Bill Dekker with Pine-Strawberry Fire Department attended as a guest.				√
2	Issues involving the submittal of unsigned training certificates and discrepancies with fire experience records were discussed. It was voted that 1) all certificates must be signed, or a signed letter of verification must be submitted and 2) the fire experience records most recently submitted would be utilized. It is the expressed opinion of this Committee as well as that of the State Forester that, all records submitted by each and every Fire Department will be reviewed from the stance that each fire department, on their honor, has submitted records based on factual events and circumstances. Therefore, all submittals for FFD ENGB personnel training file documentation will be re-evaluated utilizing the most recent submittals and FFD will be notified of any deficiencies. The Committee also received (3) requests to approve the initiation of new taskbooks to additional individuals within FFD. It was found that the pre-requisite experience required for the initiation of these taskbooks has not yet been met. Judy will draft a letter notifying FFD of these decisions.				√
3	<u>Faller Classifications and other positions were no State standards exist:</u> Due to the fact that the State does not have established standards for positions such as Class A, B or C Fallers, ATV operators, etc, it was decided that these positions will not be included on any State issued Qualifications Card without the support documentation on file. Example: FALA – Individual must provide a copy of S-212; FALB & FALC – Individual must provide written documentation to verifying certification such as a BLM taskbook, etc.				√

4	<u>Revisions to the State “Minimum Experience Guidelines”:</u> Scott Hunt has completed a draft revision of the State’s Guidelines. All Committee members will review the Guidelines and forward their comments to Scott. This revision will be re-visited at our next meeting.	√
5	<u>Committee Membership - Alternates:</u> It was unanimously decided to add one Alternate Representative from each District to the Committee. Scott Hunt nominated Bill Dekker from the Pine-Strawberry Fire Department to join the Committee as an Alternate Representative for the Phoenix District. Mr. Dekker graciously accepted. Chris Jessop with Show Low Fire Department was nominated for the Flagstaff District. Mr. Jessop also accepted, and Brian Lauber is to invite Rick Evans with Huachuca City Fire Department to be a member, with Darrell Miller staying on as the Tucson District’s Alternate.	√
6	<u>Firewise Assessors:</u> 21 Individuals from the February 10, 2007 class held in Payson, AZ were all approved.	
7	<u>File Reviews:</u> <u>ENGB/CRWB/ICT4 – New files:</u> <u>BEAR, Larry:</u> Approved through STCR / TFLD / ICT4. <u>BELL, Troy:</u> Approved through ENGB. <u>BERNARD, Gary:</u> Approved through STEN (t). ** Will need STEN TB Initiation Page. <u>BLACK, Randy:</u> Approved through ENGB (t). <u>BRAMBLE, Dan:</u> Approved through ICT4 (t) and ENGB. <u>BRANDT, Joel:</u> Approved through STEN (t). <u>COLE, Brian:</u> Approved through STEN (t). ** Will need STEN TB Initiation Page. <u>COVER, Chris:</u> Approved through ENGB. <u>HANEY, Tom:</u> Approved through FIRB (t) and ENGB. ** Will need FIRB Initiation Pg. <u>HENDRIX, Cameron:</u> Approved through STEN (t). ** Will need STEN TB Initiation Page. <u>HERNANDEZ, Fernando:</u> Approved through FIRB (t) and ENGB. ** Will need FIRB Initiation Pg. <u>HERSHEY, Allen:</u> Approved through ENGB pending submittal of S-131 certificate. <u>HUTCHISON, Dan:</u> Approved through ENGB. <u>JACKSON, Eric:</u> Approved through ICT4 (t) and STEN. <u>KATRALES, Brian:</u> Approved through STEN (t) and ICT4. <u>KELLEY, Joe:</u> Approved through ENGB. <u>LOBSTEIN, Eric:</u> Approved through ICT4 (t) and ENGB. <u>LUNA, Carlos:</u> Approved through ENGB. <u>MARTINEZ, Ronald:</u> Approved through ENGB and ICT4 (t). Committee would like to see (1) more ICT4 training assignment with satisfactory evaluation before approving completed taskbook. Once evaluation has been completed and submitted – ok for certification. Does not need to go back before the Committee. <u>McRAE, Ted:</u> Approved as shown in file – must submit hardcopy training certs to supplement IQCS records. <u>MILLER, Todd:</u> Approved through ENGB (t). Committee would like to see 2000 – 2004 fire experience records. <u>MUIRHEAD, Mike:</u> Approved through STEN (t). ** Will need STEN TB Initiation Page. <u>MYERS, Kenny:</u> Approved through STEN (t) and ICT4 (t). <u>PACE, Mike:</u> Approved through STEN (t) and TFLD (t).	√

	<p><u>PARKER, Brian:</u> Approved through ENGB.</p> <p><u>PRICE, Dale:</u> Approved through ENGB. Also approved for ICT4 once S-200 certificate is submitted.</p> <p><u>ROBINSON, Gary:</u> Approved through ENGB.</p> <p><u>SANDERSON, Sam:</u> Approved through ENGB and FIRB (t). Must have 80 hours as qualified ENGB prior to starting ICT4 taskbook – see State Minimum Experience Guidelines.</p> <p><u>SANOCKI, Jeff:</u> Approved through CRWB and ENGB (t). Must complete ENGB taskbook as per the State Minimum Experience Guidelines.</p> <p><u>SHELDON, James:</u> Approved through ENGB and CRWB (t). Must meet pre-requisite experience prior to starting ICT4 taskbook – see State Guidelines.</p> <p><u>SIMPSON, Paul:</u> Approved through ENGB and ICT4.</p> <p><u>SLAYTON, Preston:</u> Approved through ENGB (t). Committee strongly suggests taking S-260</p> <p><u>TRUJILLO, Omar:</u> TABLE – Brian Lauber to “pre-review” first.</p> <p><u>VanSCOTER, Tim:</u> Approved for STEN (t), CRWB (t) and ENGB. Need ENGB final evaluation documented – Scott will complete this and forward to file. ** Needs to complete separate CRWB taskbook.</p> <p><u>WAUGH, Toby:</u> Approved through ENGB and ICT4 (t) – needs (1) more training assignment to complete ICT4 taskbook.</p> <p><u>WHITEHOUSE, Bruce:</u> Approved through ENGB.</p> <p><u>WILLIAMS, Paul:</u> Approved through ENGB.</p> <p><u>WINTON, Rick:</u> Approved through ENGB and ICT4 (t). Committee would like to see additional FFT2 experience documented 1998 – 2004.</p> <p><u>WOOD, Kelly:</u> TABLE</p> <p><u>New or Completed Taskbooks:</u></p> <p><u>BARNES, Terry:</u> Requesting extension of DIVS taskbook – ok to re-initiate new taskbook with credit given for training assignments.</p> <p><u>DEKKER, Bill:</u> Approved for ATGS and SOF2 taskbook initiation.</p> <p><u>GILLESPIE, Mike:</u> Approved for SOF2 taskbook completion.</p> <p><u>KELLY, Shannon:</u> Approved for FSC2 taskbook completion.</p> <p><u>McELWEE, Tim:</u> Approved for SITL taskbook completion, approved for new PSC2 taskbook initiation.</p> <p><u>RODEFFER, Stu:</u> Once (1) GSUL qualified assignment has been documented (to be completed at 2007 AWA), approved for LSC2 taskbook initiation.</p> <p><u>SCHWISOW, Scott:</u> Requested approval for DIVS taskbook initiation – Committee would like to see at least (2) TFLD qualified assignments with satisfactory performance evaluations prior to beginning DIVS taskbook. Once the pre-requisite experience has been completed, approved for DIVS taskbook initiation. Does not need to be brought back before the Committee.</p> <p><u>SHUMATE, Russ:</u> Approved for ICT3 taskbook initiation.</p> <p><u>WILLIS, Darrell:</u> Approved for ICT3 taskbook initiation.</p>	
12	<p><u>Next Meeting:</u> April 10 & 11 (if needed), beginning at 10:00 AM. Location – City of Phoenix Community Center located at the SWC of 35th Avenue & Pinnacle Peak Rd., Phoenix.</p>	√